



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Draft

Board of Trustees

Tuesday, March 12, 2019

7:00 PM

Board Room

STUDY SESSION 5:45 PM IN THE COMMUNITY ROOM

AGENDA FOR THE STUDY SESSION IS A DISCUSSION OF THE REGULAR MEETING
AGENDA BELOW

REGULAR MEETING 7:00 PM IN THE BOARD ROOM

I. CALL MEETING TO ORDER

Mayor Carroll called the Board of Trustees March 12, 2019 Regular Meeting to order at 7:10 pm.

II. PLEDGE OF ALLEGIANCE AND ROLL CALL

Present: 6 - Mayor Carroll
Mayor Pro Tem Deakin
Trustee Charles
Trustee Haid
Trustee Gippe
Trustee van Woudenberg

Absent: 1 - Trustee Woog

III. APPROVAL OF THE AGENDA

Mayor Pro Tem Deakin moved to approve the agenda; the motion was seconded by Trustee Charles. The motion carried with all present voting in favor thereof.

IV. CONSENT AGENDA 7:05 PM

[19-049](#)

A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Services with Form+Works Design Group, LLC for the Schofield Farm Open Space Historic Structures Assessment

Attachments: [Resolution](#)

[Agreement for Services](#)

[Award Email](#)

[19-093](#)

A Resolution of the Board of Trustees of the Town of Erie Approving an Intergovernmental Agreement with Boulder County for the 2019 Youth Corps Program

Attachments: [Resolution](#)
[Intergovernmental Agreement](#)

[19-105](#) A Resolution of the Board of Trustees of the Town of Erie Approving a Rental Contract with Enterprise Leasing Company of Denver for the Rental of Parks Division Vehicles for the 2019 Season

Attachments: [Resolution](#)
[Contract](#)

[19-113](#) A Resolution of the Board of Trustees of the Town of Erie Approving the Settlement Agreement with Moltz Construction, Inc. for the Water Tank

Attachments: [Resolution](#)
[Basic Terms of Settlement](#)

[19-117](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement For Services With Professional Pipe Services for the 2019 Sanitary Sewer System Video Inspection

Attachments: [Resolution](#)
[Agreement For Services](#)

[19-118](#) A Resolution of the Board of Trustees of the Town of Erie Approving an Agreement for Services with Vector Disease Control International, LLC For The 2019 Mosquito Control Services

Attachments: [Resolution](#)
[Agreement for Services](#)

[19-120](#) A Resolution of the Board of Trustees of the Town of Erie Authorizing an Agreement for Services With CoCal Landscape Services, Inc. for 2019 Open Space and Right-of-Way Mowing Services

Attachments: [Resolution](#)
[Agreement for Services](#)

[19-128](#) A Resolution Of The Board Of Trustees Of The Town Of Erie Authorizing An Agreement For Services With Peak Media, Inc. For Audio Video System Renovation

Attachments: [Resolution](#)
[Agreement for Services](#)
[Peak Media, Inc. Bid](#)
[Bid Criteria Scoring Matrix](#)

[19-130](#) A Resolution of the Board of Trustees of the Town of Erie Re-Designating

the Town's Official Public Notice Posting Locations

Attachments: [Resolution](#)

[19-131](#) Approval of February 26, 2019 Draft Meeting Minutes

Attachments: [February 26, 2019 Draft Meeting Minutes](#)

[19-139](#) Approval of March 5, 2019 Draft Meeting Minutes

Attachments: [March 5, 2019 Draft Meeting Minutes](#)

Approval of the Consent Agenda

Mayor Pro Tem Deakin moved to approve the Consent Agenda; the motion was seconded by Trustee Charles. The motion carried with the following roll call vote:

Aye: 6 - Mayor Carroll, Mayor Pro Tem Deakin, Trustee Charles, Trustee Haid, Trustee Gippe, and Trustee van Woudenberg

V. EXECUTIVE SESSION 7:10 PM

This was approved.

[19-092](#) Executive Session to Hold a Conference with the Town's Special Counsel to Receive Legal Advice on Specific Legal Questions, Pursuant to C.R.S. § 24-6-402(4)(b), Concerning an Oil and Gas Lease

Mayor Pro Deakin moved to go into executive session to hold a conference with the Town's Special Counsel to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), concerning an oil and gas lease. The motion was seconded by Trustee Haid. The motion carried with all present voting in favor thereof.

Mayor Carroll announced; It's Tuesday, March 12, 2019, and the time is 7:14 pm. For the record, I am the presiding officer, Mayor Carroll. As required by the Open Meetings Law, this executive session is being electronically recorded. Also present at this executive session are the entire Board of Trustees, Town Attorney Kendra Carberry, Special Counsel Barbara Green, Town Administrator Malcolm Fleming, and Deputy Town Administrator Farrell Buller.

Mayor Carroll announced; the time 7:26 pm, and the executive session has concluded. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.

Hearing none, Mayor Carroll moved to the next agenda item.

VI. PUBLIC COMMENT 7:40 PM

J.P. Manza gave public comment on Rnachwood.

VII. PROCLAMATIONS AND PRESENTATIONS 7:50 PM

[19-141](#) Tree Board Annual Report Presentation

Attachments: [Tree Board Annual Report](#)

VIII. GENERAL BUSINESS 8:05 PM

[19-126](#) Dearmin Sketch Plan No. 2 - Sketch Plan Application For 946 Dwelling Units And 35,000 Sq. Ft. Of Non-Residential/Commercial Space.

A Sketch Plan represents a generalized land use plan and layout for the area proposed to be included within a subdivision. A Sketch Plan application is required to allow for an early, informal evaluation of a proposed subdivision before detailed planning and engineering work has occurred.

Attachments: [Staff Memo](#)
[Review Comments](#)
[Sketch Plan Map](#)
[Applicant Submittal](#)
[Planning Commission Meeting Minutes](#)

[19-127](#) Review Of The Ranchwood Sketch Plan

Proposal to develop the property as residential/commercial with 220 apartments and commercial pads along County Line Road and Erie Parkway

Attachments: [Staff Memo](#)
[Staff & Agency Review Comments](#)
[Sketch Plan Exhibits](#)
[Applicant Materials](#)
[PC Meeting Minutes 2-20-2019](#)

IX. STAFF REPORTS 9:05 PM

[19-122](#) Erie Municipal Airport Monthly Report - February 2019

Attachments: [Airport Manager's Report](#)

[19-123](#) Water Treatment and Water Reclamation Monthly Report

Attachments: [Water and Waste Water Monthly Report \(Staff\) FINAL March](#)

X. BOARD OF TRUSTEES REPORTS & APPOINTMENTS 9:10 PM

Trustee van Woudenberg reported on the cost of the leaf composting program. Trustee van Woudenberg reported that EcoCycle works with a farmer at no cost, the only cost is transportation of compost. Trustee van Woudenberg reminded the public that the public comment period regarding the revision of Chapter 12 of the Unified Development Code is still open, and to email any comments to erieoilandgas@erieco.gov. Trustee van Woudenberg requested that town staff notify the public regarding maintenance at the Acosta pad.

Trustee Haid inquired on the OSTAB opening and process on filling that vacant seat. Trustee Haid reported that the Colorado Communities for Climate Action would like to organize a presentation to the Board of Trustees.

Trustee Charles asked town staff for a brief update on the construction of the Erie Parkway bridge.

Trustee Gippe reported that he attend Municipal Court on Monday. Trustee Gippe invited the public to attend an Irish music event on Friday night at the Erie Community Center, and welcomed the public to volunteer at the event.

Mayor Carroll inquired about the Parks & Recreation plan for next 15 years. Mayor Carroll requested a presentation on current Parks & Recreation projects and/or the plan for the future.

XI. ADJOURNMENT 9:20 PM

Mayor Carroll adjourned the March 12, 2019 Regular Meeting at 10:43 pm.